

Position: *Residential Account Manager*
Reports to: Director of Residential Services
Location: The Director Building | 808 SW 3rd Ave, Ste 800
Portland OR 97204
Classification: Full-time, exempt (40+ hours/week)
Job Close Date: Open until filled



At Earth Advantage Institute (EAI), we believe in collaboration, innovation, and transparency. EAI's social entrepreneurial culture produces unique, results-driven solutions that benefit our clients, partners, and society as a whole. We are deeply committed to developing market mechanisms that catalyze broad behavioral change and the adoption of sustainable practices. We seek to attract and retain smart, motivated colleagues who are passionate and committed to their work and to the success of the organization. Together, we are striving to make a positive difference in our community, our industry, and in the world. Visit earthadvantage.org for more information.

Position Overview

As an EAI Residential Account Manager, you will lead the effort in developing and successfully implementing the Earth Advantage Institute (EAI) Remodeling Program. Networking with remodelers, weatherization contractors and other stakeholders to determine the key metrics of a remodeling program will be a top priority in this position, with the goal of gaining widespread market acceptance and the ability to scale nationally. You will work collaboratively in a team environment to create a remodeling program that will be a business tool for both remodelers and independent raters alike. This position also requires working with the EAI education department to design the course offerings for accredited EAI remodelers and EA residential program verifiers. Other key attributes for a successful Account Manager will be to build relationships with residential new home builders and associated vendors and allies, for the purpose of successfully managing their homes enrolled in Energy Trust of Oregon's New Homes program, Earth Advantage certification, and the Northwest ENERGY STAR new homes program, as well as working with program builders in addressing the features, advantages, and benefits of the equipment, materials, and construction/installation techniques promoted in Energy Trust of Oregon, Earth Advantage, and ENERGY STAR programs' operations, technical specifications, and guidelines, including energy efficient and environmental measures to ensure the respective program standards are maintained.

Role Competencies & Requirements

- Thorough knowledge of the residential construction industry, including new homes and all forms of remodeling
- In-depth understanding of residential green program development principles and practices, including energy efficient and sustainable measures, verification methods of measures, delivery models to the market, incorporation of energy labeling in the certification, and QA protocol
- Thorough understanding of energy modeling, construction techniques, materials, and performance of energy-related products as well as environmental and resource efficient products
- Innovative thinker who is entrepreneurial, revenue and mission driven, works collaboratively in a team environment, and embodies the philosophy of accountability
- Strong customer service, group presentation, problem-solving, and superior oral and written communication skill.
- Strong knowledge of marketing principles and practices
- Self-starter and must be able to work remotely and independently throughout the greater Portland metro area, organize time effectively, engage in thorough follow-up and maintain commitments professionally
- Bachelor's degree and minimum 4-8 years professional experience preferred, in residential construction and sustainability
- Ability to generate respect and trust from staff and external constituencies
- High motivation and energy level with demonstrated ability to take initiative
- Exceptional attention to detail, follow-through, and ability to keep stakeholders informed at all times
- Proven expertise in developing and adhering to departmental budgets
- Must maintain a valid driver's license and good driving record

How to Apply

Please submit the following materials to apply for this position (PDF or Word format):

- Resume
- Cover letter detailing qualifications, suitability for this position, and **salary requirements**
- Three professional references (can be provided upon request, if preferred)
Please note: Incomplete applications will be disregarded.

Submit application materials by email to: jobs@earthadvantage.org

Subject line should read: "Residential Account Manager – Last name, First name"

NO PHONE CALLS, PLEASE

About Earth Advantage Institute (EAI)

Earth Advantage Institute is a nonprofit organization that works with the building industry to implement sustainable and energy efficient building practices. Its mission is to create an immediate, practical, and cost-effective path to sustainability and to the reduction of carbon in the built environment. The organization achieves its objectives through an innovative range of green building and energy efficiency products and services. These include certification of high performance homes, remodels, sustainable communities, and commercial spaces. Other areas of expertise cover energy disclosure & performance, building stock assessments, water conservation, and carbon foot printing and reporting. The Institute's education department offers basic and advanced courses on building science, green marketing, and green building valuation. EAI's performance testing technical services team provides a variety of onsite building assessments, energy audits, and standards verification.



*Earth Advantage Institute (EAI) is an Equal Opportunity Employer
We offer competitive compensation and generous benefits packages*

Earthadvantage.org